

MINUTES

SAN BRUNO COMMUNITY FOUNDATION

Regular Meeting of the Board of Directors

September 18, 2014
6:30 p.m.

**Meeting Location: San Bruno City Hall, Conference Room 115,
567 El Camino Real, San Bruno**

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1. Call to Order/Welcome

2. Roll Call: Boardmembers Kraus, McGlothlin, Roberts, Cohn, and Hedley present.
Boardmembers Bohm and Stanback Stroud absent (excused).

3. Approval of Minutes: July 17, 2014, Special and Regular Board Meeting: Boardmember Hedley motioned to approve the July 17, 2014 Special Meeting minutes as presented, seconded by Vice President McGlothlin and approved unanimously. Boardmember Hedley motioned to approve the July 17, 2014 Regular Board Meeting minutes with an amendment to item 7b, to include that the President reminded the Board that Mr. Marty's report was informational only and the Board has no present authority over the decisions the City makes on investment strategies, seconded by Secretary Roberts and approved unanimously.

4. Announcements: None.

5. Boardmember Comments:

- a. President: President Kraus announced that there was an email sent from the City's Technology department regarding the new email system. The SBCF Board would like the emails sent to their personal emails to assure everyone has the new information. City staff will look into whether there are training materials on the new email system that can be accessed virtually for those that are interested. President Kraus invited the Board to attend her presentation at the next regularly scheduled City Council meeting on Tuesday, September 23, 2014.
- b. Others: None.

6. Consent Calendar: All items are considered routine or implement an earlier Board action and may be enacted by one motion; there will be no separate discussion unless requested by a Boardmember, citizen, or staff.

- a. Adopt Resolution Regarding Board Operating Norms and Policies: Boardmember Hedley motioned to adopt the resolution with the following changes:

4. a) *Appointment*: Advisory Committee members shall be appointed by a majority vote of the Board of Directors.

4. b) *Composition*: Advisory Committees shall not include a quorum of the full Board, but may otherwise include any number of members of the public.

6. Sentence #4: The Executive Director will report to the President for day-to-day operations and to the Board as a whole for policy matters, and will have the duty and authority to administer the affairs of the organization.

7. a) The President (or designee if unavailable) and the Executive Director shall have the authority to represent or speak for the organization.

Seconded by Vice President McGlothlin and approved unanimously.

7. Conduct of Business

- a. Discuss Mission and Vision Statement of the San Bruno Community Foundation: Vice President McGlothlin shared the Staff Report and the Executive Committee's draft Mission and Vision Statements. The Board agreed the Vision and Mission Statements would be used to help inform the hiring of an Executive Director and could be amended at a later time if needed. Boardmember Hedley motioned to adopt the Vision Statement reworded as "*The SBCF is a resource dedicated to enhancing the quality of life for the San Bruno Community*" and the Mission Statement reworded as "*The SBCF serves the San Bruno community by investing in projects, programs, services, and facilities that have significant and lasting benefits. Through making grants, leveraging partnerships, and taking advantage of other resources, the SBCF assists and enables the community to maximize shared investments and realize their subsequent enhancements and benefits*", and to direct Staff to bring back the 'Core Values' and 'Strategic Areas of Focus' to a future meeting, seconded by Secretary Roberts and approved unanimously.

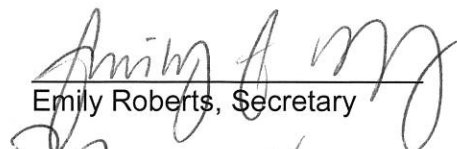
8. **Public Comment:** Individuals are allowed three minutes, groups in attendance, five minutes. If you are unable to remain at the meeting, contact the President to request that the Board consider your comments earlier. It is the Board's policy to refer matters raised in this forum to staff for investigation and/or action where appropriate. The Brown Act prohibits the Board from discussing or acting upon any matter not agendaized pursuant to State Law.

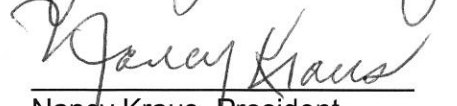
Public comment was moved forward and heard after roll call. Mr. Charlie Ringgenberg from the San Bruno Lowen Soccer Club shared his idea of a world class soccer complex in the fields of the old Crestmoor High School. Mr. Ringgenberg believes it will generate income for the City, surrounding businesses, and the Club as well as give kids a great place to play.

9. Adjourn

Secretary Roberts motioned to adjourn the meeting to Closed Session at 7:34 p.m., seconded by Vice President McGlothlin and approved unanimously. The Closed Session concluded at 9:30 p.m. with no reportable action.

Respectfully submitted for approval at the Regular Board Meeting of October 16, 2014, by Secretary Emily Roberts and President Nancy Kraus.


Emily Roberts, Secretary


Nancy Kraus, President